

**Subject:** Re: Mayor Garcetti | 2018 State of the City Preview - Parking & Logistics  
**From:** "Christina Guimera" <christina.guimera@lacity.org>  
**Date:** 4/11/18, 1:38 PM  
**To:** undisclosed-recipients:

Good afternoon,

You are receiving this email because I have not received an email with your vehicle info for a parking reservation.

Please see previous email with instructions. I will need vehicle info **by 4:00 pm today.**

Let me know if you have any questions.

Best,  
Christina  
(213) 978-6397

On Tue, Apr 10, 2018 at 1:19 PM, Christina Guimera <[christina.guimera@lacity.org](mailto:christina.guimera@lacity.org)> wrote:  
Good Afternoon,

Thank you for RSVPing to Mayor Garcetti's State of the City Preview Meeting, taking place this Thursday, April 12th. We kindly ask that you arrive by 8:50 am at the latest, as the meeting will begin promptly at 9:00 am and we would like to avoid any interruptions.

The meeting will take place on the 3rd floor of Los Angeles City Hall in the Mayor's Press Conference Room.

If you require parking for this meeting, please send me the following information, so that I can reserve a parking space for you:

[Name of Driver]  
[Car Make & Model]  
[License plate #]

Attached are detailed directions on how to reach the parking garage (located on Los Angeles St.) below City Hall East, and how to then reach the meeting location in City Hall Main after you have parked and passed through security. You should allow for about 15 minutes for this process.

If you are uber/lyfting, you will be able to enter City Hall through the public entrance on Main Street (approximately 200 N. Main Street). After you have passed through security, you can then take the elevator to the 3rd floor and proceed to the Mayor's Press Conference Room.

If you have any questions, feel free to call me at (213) 978- 6397.

Best,  
Christina

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**Christina Guimera**  
Executive Assistant to  
Deputy Mayor William Chun  
(213) 978-6397

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Executive Assistant to  
Deputy Mayor William Chun  
(213) 978-6397